

PROCEEDINGS OF THE AGING & DISABILITY RESOURCE CENTER OF BROWN COUNTY NOMINATING & HUMAN RESOURCES MEETING

April 14, 2016

PRESENT: Marvin Rucker, Barbara Robinson, Beth Relich, Lisa Van Donsel

EXCUSED:

ALSO PRESENT: Pat Finder-Stone, Devon Christianson, Christel Giesen, Laurie Ropson, & Kristin Willems.

The meeting was called to order by Mr. Rucker at 5:07 P.M.

ADOPTION OF AGENDA: Ms. Van Donsel & Ms. Robinson moved to adopt the agenda. **MOTION CARRIED.**

REVIEW OF THE MINUTES OF THE COMBINED NOMINATIONS AND HUMAN RESOURCES COMMITTEE AND EXECUTIVE AND FINANCE MEETING OF NOVEMBER 11, 2015: Ms. Christianson referred to the handout minutes from the November meeting that were previously approved on April 1, 2016 by the Executive & Finance Committee. The Committee reviewed and offered no additional comments.

POTENTIAL CANDIDATES FOR THE ADRC BOARD VACANCIES:

Ms. Christianson called attention to the handout referring to the current 3 of 4 slate of officers who will be at the end of their term and vacating the board at the end of 2016. Ms. Christianson explained that there will be a need for a Nominations & HR Committee meeting in October, 2016 to make recommendations for slate of officers and recommend other board candidates to the Brown County Executive's office in order to be approved by January 2017.

Ms. Christianson communicated with the loss of Joan Swigert last year; the Nominations & Human Resource Committee has a need for a board member replacement in order for the Committee to maintain an odd number of members. Ms. Christianson thanked Patricia Finder-Stone for stepping forward to fill that opening as a participant on the Nominations & Human Resources Committee.

Ms. Van Donsel and Ms. Robinson moved to appoint Patricia Finder-Stone to the Nominations & Human Resource Committee. **MOTION CARRIED.**

Ms. Christianson pointed out that there will be four board members reaching the end of their second, three year term at the end of 2015. The board will then need to replace 2 vacating seats representing the older adult population, one seat for a person who represents persons with developmental disabilities population and one that represents persons with physical disabilities.

Ms. Christianson then discussed the more urgent need to replace Ramon Fierros's board position he vacated in March, 2016. Ms. Christianson explained Sister Melanie Maczka recommended Maria Corpus as a possible replacement for this open seat. Ms. Christianson explained that Ms. Corpus had requested to attend the March, 2016 ADRC Board of Directors meeting prior to applying for the position. With the cancellation of the meeting, due to weather, the receipt of her application has been delayed. Ms. Corpus is planning on attending the April, 2016 meeting in Pulaski.

Ms. Relich and Ms. Robinson moved the Nomination and Human Resource Committee defer consideration of Ms. Corpus's board appointment directly to the full ADRC Board of Directors upon receipt of her full application. **MOTION CARRIED.**

Ms. Christianson communicated that she has received a full application for board membership from Mary Johnson. She reviewed Ms. Johnson's qualifications and conveyed her interest to sit on the ADRC Board of Directors beginning in January 2017.

Ms. Christianson then requested input from the committee on how to proceed with the remaining list of interested and suggested potential members of the board that had not yet submitted a full application. Mr. Rucker expressed the importance to keep the process consistent for all that are considered as board members.

Ms. Christianson reviewed qualifications and information for several persons that were recommended as potential board members. Ms. Christianson also shared that during conversations with staff and others she has an additional list of potential candidates that could bring great qualities and diversity to the board but have not yet been approached to determine their interest.

Ms. Christianson then reviewed qualifications for three additional candidates that have already expressed interest in becoming a member on the ADRC Board of Directors.

Ms. Christianson shared that Ms. Hickey will be vacating her board seat in 2016 and Ms. Relich's term will be ending at the end of 2017. Ms. Christianson requested assistance and suggestions from the Committee members to bring ideas for candidates that could represent persons with developmental disabilities. Ms. Finder-Stone knows of one person that may be interested for 2018. Ms. Relich also mentioned the potential interest of parents involved in Special Olympics. Ms. Relich will approach them and share any that are interested in sitting on the ADRC Board.

Ms. Christianson asked again about strategy on moving forward with the pool of potential candidates. Ms. Relich asked which candidates had communicated their interest to us. Ms. Relich feels that the interest and willingness to become a board member is the most important qualification initially. Mr. Rucker stated his hesitancy to pursue additional applicants for the board and then not choose them. Ms. Relich stated that transparency is important when discussing with potential candidates and identifying their level of interest. Ms. Van Donsel mentioned a small concern with having so many females potentially sitting on the board. Ms. Christianson explained that having interested parties is valuable as that even if candidates are not chosen this time, there will be opportunities in the future. Ms. Christianson will continue the process with the people that have expressed interest. Ms. Christianson communicated that she will scan and email any applications submitted to members of this committee. Ms. Christianson mentioned the Executive Committee is in June and that it would make sense to have a combined committee meeting at the same time.

CHANGE IN ORGANIZATIONAL CHART –SUPPORT TEAM & RESOURCE SPECIALIST SUPERVISION REQUEST:

Ms. Christianson began by explaining the importance of keeping the Nominations & Human Resource Committee apprised on how the ADRC is organized and any shifts that take place.

- Ms. Christianson explained that Laurie Ropson will now supervise the resource specialist and the reasoning and logic to support this change.
- Ms. Christianson explained the reasoning to move the support team from Debra Bowers in accounting over to the AddLife Coordinator.

Ms. Robison and Ms. Relich moved to approve the Changes in the Organizational Chart. **MOTION CARRIED.**

ADJOURN: Ms. Robinson and Ms. Van Donsel moved to adjourn. The meeting adjourned at 6:05 p.m. **MOTION CARRIED.**

Respectfully submitted,

Kristin Willems, Administrative Specialist